

**DEPARTMENT OF HEALTH SERVICES**

744 P STREET  
P.O. BOX 942732  
SACRAMENTO, CA 94234-7320



CMSP Letter No. 98-6  
Date Issued: July 29, 1998

To: All County Medical Services Program (CMSP) County Welfare Directors

**SUBJECT: ISAWS CMSP STATUS REPORT GENERATION FOR MONTH OF APPLICATION**

The County Medical Services Program (CMSP) Unit has become aware that ISAWS is generating status reports for the month of application and that some beneficiaries are being discontinued erroneously for failure to return those status reports. Eligibility staff are reminded that in no instance is a status report required for the month of application. To do so would require redundant work not only for the applicant/beneficiary but for the county staff as well since all information would have been provided for the application month at intake.

Such dual verification is viewed as overburdensome for the beneficiary. CMSP is aware that the generation of the income reports for the application month is an ISAWS systems problem. However, the county must ensure that if the income reports cannot be suppressed for the application month, that failure to receive one for that month is not to result in any adverse action for the beneficiary. However, should the county receive a status report and it indicates situational changes which may affect eligibility, then the eligibility worker must take appropriate action on the information received.

In addition, CMSP has also become aware that in some ISAWS counties CMSP beneficiaries are being automatically discontinued if a companion food stamp case is discontinued for failure to return a status report. This action is not correct, and the county must ensure that any other program, which does not also specifically require a status report at that time, is not adversely impacted.

CMSP allows the county to obtain a status report either monthly or quarterly. However, the earliest that a status report should be obtained is for the month following the month of application. For example, an individual applies on July 1, 1998, and July 9th the CMSP case is approved. If the county is on a monthly status report process, the first month that a status report would be issued for is August with a due date of September 11. Most counties collect status reports quarterly, in which case the first status report due for this individual should be for the month of September and due in October.

All CMSP County Welfare Directors

Page 2

July 29, 1998

If you have any questions about this issue please direct them to Mr. Gary Varner of the CMSP Unit at (916) 322-1613.

Sincerely,

A handwritten signature in cursive script that reads "Linda McFarland".

Linda McFarland, Chief  
County Medical Services Program Unit

cc: Mr. Gary Varner  
County Medical Services Program Unit  
1800 3rd Street, Room 100  
P.O. Box 942732  
Sacramento, CA. 94234-7320